



**REQUEST FOR PROPOSAL NO: 352246**  
**TITLE: REGULATORY TECHNICAL SUPPORT SERVICES**

August 5, 2021

Dear Prospective Offeror:

Request for Proposal No: 352246

Central Plateau Cleanup Company (CPCCo) is interested in receiving proposals for Regulatory Technical Support Services in Richland, Washington, under Prime Contract 89303320DEM000030 with the U.S. Department of Energy.

The intent of this RFP is to issue an Indefinite-Delivery/Indefinite-Quantity (IDIQ) contract under which Firm- Fixed-Price (FFP), Labor Hour (LH) and Time & Materials (T&M) task orders will be issued. Contractual commitments to perform work will be established only by award of a task order.

Please note that this procurement action will utilize the Supply Chain Management Center (SCMC) eSourcing Tool for receiving proposals. The process is further described in the attached Request for Proposal (RFP).

Information regarding the product or services required and instructions for the preparation and submission of proposals are contained in the attached Request for Proposal (RFP).

This RFP and resultant award(s) are considered a negotiated procurement. CPCCo must complete a full technical evaluation prior to making an award determination. CPCCo reserves the right to conduct negotiations prior to award or to award a Subcontract based upon initial Offeror's submittal and without further discussions.

The anticipated schedule for this RFP activity is as follows:

Notification of Intent to Propose Due:	August 11, 2021
Questions Due:	August 11, 2021
eSourcing Event/Proposals Due:	August 25, 2021
Anticipated Contract Award:	October 1, 2021

Sincerely,

Ginny Jacobsen, Contract Specialist  
Procurement

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**Acronyms**

BTR	Buyer's Technical Representative
DOE	Department of Energy
NAICS	North American Industry Classification System
QA	Quality Assurance
RFP	Request for Proposal
SOW	Statement of Work
CPCC	Central Plateau Cleanup Company
IDIQ	Indefinite-Delivery/Indefinite/Quantity

## **SECTION A – REQUEST FOR PROPOSAL**

### **1.0 INTRODUCTION**

Central Plateau Cleanup Company (CPCCo) acting under its prime contract with the U.S. Department of Energy (DOE), requests Offerors to submit a proposal for an Indefinite-Delivery/Indefinite Quantity (IDIQ) contract under which Firm-Fixed-Price (FFP), Labor Hour (LH) and Time & Materials (T&M) task orders will be issued. This contract will provide Regulatory Technical Support Services.

This Section A describes the basis of award, proposal submittal requirements, proposal instructions, and notices to Offerors.

Section B contains Representations and Certifications and other documents which Offerors may be required to complete, sign and return with their proposal, as well as a Draft 4-Part Contract which contains:

- Part I – Statement of Work
- Part II - Financial Terms
- Part III – General Terms and Attachments
- Part IV – Special Provisions

CPCCo may determine that any proposal not submitted in accordance with this Request for Proposal (RFP) is non-responsive and reject the proposal.

This Solicitation requires all Contractors submitting proposals to access the Supply Chain Management Center (SCMC) eSourcing Tool to input pricing. Upon receipt of Offeror's notification of intent to propose CPCCo will provide the Offeror an email notification with a link to the SCMC eSourcing event including access instructions. Offeror will be afforded the opportunity to preview the application and place pricing information prior to the commencement of an event. This preview phase is called the pre-bid period. At the conclusion of the pre-bid period, the eSourcing event will commence and continue until its expiration. Events typically last 15-30 minutes.

This action will be conducted as an electronic bidding process with the ability to decrement bid. Upon the Offeror's submittal of their initial price and after commencement of the event, the Offeror will be assigned a number that corresponds to the rank of their price relative to the pricing submitted by other participants. The lowest priced submittal is ranked number one, the second lowest price is ranked number two, the

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third lowest price is ranked number three, and so on. An Offeror may revise and submit lower pricing until the event expires. Pricing cannot be increased.

The tool will not disclose the Offeror's proposed price to another Offeror nor will it disclose the lowest proposed price.

This solicitation and resultant award are considered a negotiated procurement which means that, submitting the lowest priced proposal does not guarantee award. CPCCo must complete a full evaluation of the submitted proposals prior to making an award determination. CPCCo reserves the right to conduct negotiations prior to award or to award a contract based upon initial proposals received; without further discussions. In the unlikely event of a discrepancy among any of the Offeror's documents or information submitted through the eSourcing website, the information received and confirmed by CPCCo shall govern. However, Offerors are required to submit proposals consistent with the price proposed during the eSourcing event and may not intentionally submit a revised proposal after completion of the event.

NOTE: Following the eSource event, Offerors are required to submit their proposals (see 3.0 Proposal Preparations Instructions below) in electronic form (pdf) electronically within three hours of the completion of the eSource Event (see 3.0 Proposal Preparations Instructions below).

## **2.0 BASIS OF AWARD**

The Buyer intends award of an IDIQ contract as a result of this RFP to the responsible Offeror that represents the best value to the Buyer and the Government. In determining the best value to the Buyer and the Government, the evaluation factors for the Technical Proposal, when combined, are more important than the evaluated price. The Buyer is more concerned with obtaining a superior technical proposal than making award at the lowest evaluated price. However, the Buyer will not make an award at a price premium it considers disproportionate to the benefits associated with the evaluated superiority of one Offeror's technical proposal over another. The Buyer will assess what the strengths and weaknesses and the relevant Past Performance information between or among competing technical proposals indicate from the standpoint of: (1) what the difference might mean in terms of anticipated performance, and (2) what the evaluated price to the Buyer would be to take advantage of the difference. The closer or more similar in merit that Offerors' technical proposals are evaluated to be, the more likely the evaluated price may be the determining factor in selection for award.

## **2.1 Acceptance or Rejection of Proposals**

CPCCo reserves the right to accept or reject any proposal with or without prior discussion with the Offeror. CPCCo may:

- award a contract based on proposals received without discussions with Offerors (therefore, initial proposals should be submitted with the most favorable technical and price terms);
- select one or more Offerors to negotiate with;
- reject any or all proposals received;
- issue a request for new proposals; or
- cancel the RFP without awarding a contract.

## **2.2 Responsiveness Determination**

CPCCo will determine if the Offeror is responsive to CPCCo requirements and eligible for award. This evaluation may include (but is not limited to information gathered from other sources, including safety performance, financial stability, and past performance for CPCCo or other customers). The determination may be made at any time by CPCCo without additional questions or revision. CPCCo may waive minor informalities and irregularities in offers received.

## **2.3 Proposal Costs**

CPCCo is under no obligation to pay proposal preparation costs.

## **2.4 Award Notification**

CPCCo will notify all the Offerors after CPCCo selects an Offeror for award. There will be no public opening of proposals.

## **3.0 PROPOSAL PREPARATION INSTRUCTIONS**

Organize the proposal as described in the following sections.

Proposal must clearly and convincingly demonstrate that the Offeror has a thorough understanding of and will be able to perform the proposed contract successfully. For technical work, describe the proposed technical approach including assumptions and supporting detail. Unsupported, unclear, or inconsistent statements about Offeror's

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proposed performance and compliance with all contract requirements may be determined as non-responsive.

Do not submit generic brochures or other marketing materials which do not specifically relate to the proposal.

### **3.1 Proposal Content**

Offeror's proposal must contain information sufficient to demonstrate an understanding of the requirements and Offeror's ability to perform successfully as proposed. Offerors who submit proposals which are unclear or incomplete may be judged non-responsive and dropped from further consideration for this award. Simply repeating the statement of work requirements or merely offering to perform the work may result in a lower evaluation or the offer being judged non-responsive to the requirements and dropped from further consideration

### **3.2 Volume I – Technical Proposal**

Volume I shall consist of the Offeror's discussion that addresses the technical evaluation criteria, the Offeror's capabilities, and what the Offeror will do to satisfy the requirements of the solicitation. The Offeror shall provide one electronic copy of this volume. The evaluation criteria identified in Section 4 will be used to determine the Offeror's understanding of the work to be performed, the Offeror's qualifications to perform this work, and the acceptability of the proposed technical approach.

For the proposal to be evaluated strictly on the merit of the technical and management material submitted, no contractual cost or pricing information shall be included in this volume of the proposal.

The proposal shall describe the proposed technical approach in sufficient detail to ensure that the requirements of the Statement of Work (SOW) are met. Simply repeating the SOW requirements or merely offering to perform the work may result in a lower evaluation or the offer being determined technically unacceptable.

#### **3.2.1 Company Experience**

The Offeror shall discuss the Offeror's, and any proposed subcontractors', prior record, in performing services or delivering products similar in size, content, and complexity to those required in this Request for Proposal. Specific emphasis shall be placed on previous projects where the Offeror provided regulatory and technical support to Department of Energy sites and related document preparation.

The Offeror should specifically address the role any of the proposed key personnel played in the successful execution of the projects described in this section.



### **3.2.2 Personnel Qualifications**

The Offeror shall identify the key personnel proposed to manage and perform the technical segments/aspects of the work. The Offeror shall provide a complete organizational chart of its proposed team with key personnel and their functional assignments identified. In addition, the Offeror shall provide a discussion of the established lines of authority, responsibility, and communication.

### **3.2.3 Resumes**

Résumés shall be provided for all key personnel. The résumés must clearly describe the individual's education (level, major, and year degree received), the experience (general and relevant work experience), and professional credentials (including professional publications and memberships). The Offeror shall focus its efforts on providing information of personnel who may be performing work under any resultant contract.

### **3.2.4 Past Performance**

The Offeror shall provide Past Performance information with references for at least three subcontracts that are on-going or have been completed within the last three years.

References shall include the following current and up-to-date information for each specific reference. Note: Information gained elsewhere by CPCCo can also be used as part of the evaluation.

- Client Name and Address
- Client Technical Point of Contact and phone number
- Contract Number
- Brief Description of Work Scope
- Offeror shall provide three (3) technical documents related to Resource, Conservation, and Recovery Act (RCRA), Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), Clean Air Act (CAA), and other regulatory projects from this past work scope that were prepared by personnel who will perform the proposed work.
- Period of Performance
- Original Contract Value
- Final Contract Value

If the latter two amounts are different, provide a brief explanation for the difference.

### **3.3 Volume II – Cost/Price and Contractual Proposal**

Volume II shall consist of the Offeror's proposed pricing as instructed in the RFP pricing instructions, Representations and Certifications, and other documentation as required.

1. The Offeror shall insert fully burdened labor rates as indicated in Attachment 1 Pricing Schedule. The Pricing Schedule contains CPCCO's estimated labor categories/classification and hours for this Contract. A fully burdened labor rate is defined as an hourly rate inclusive of wage or salary rate, fringe, all applicable overhead(s), taxes, and profit and must be applicable to both direct and/or any lower-tier subcontractors.

The Offeror must propose one labor rate for each of the specified labor sub-categories/classification listed on the Price Schedule(s). If the Offeror does not submit a labor rate, CPCCo may consider the Offeror non-responsive to the requirements of the Request for Proposal. All pricing assumptions shall be clearly stated to allow a reviewer to assess the potential cost risks associated with the Offeror's proposal.

Please note that the rates proposed for the labor categories will be applicable to both direct and/or any lower-tier subcontractors.

CPCCo will not accept any application of indirect rates to Other Direct Costs (ODCs). ODCs shall be reimbursed to the contractor at direct cost only without any contractor markups. Offerors shall take this into consideration as part of their pricing proposal.

Standard payment terms are Net 30.

2. Representations and Certifications (SP-16)– Section B, The Offeror shall complete and return a signed Representations and Certifications. The Offeror shall complete sections 21 and 22 including the NAICS code and size standard identified in section 6.3 of this RFP. To obtain the form, click on the link to SP-16 in Section B.

Pre-requisites for becoming a CPCCo contractor. Prospective Contractors must acquire a DUNS number, register as a contractor with the federal government, verify employee eligibility using E-verify, and complete the CPCCo Vendor Registration process <https://cpcco.hanford.gov/page.cfm/DoingBusinesswithCPCCo>.

3. Executive Compensation Certification, The Offeror shall complete and return Attachment 4, Executive Compensation Certification documentation.

### **3.4 Offeror's Acceptance**

The contract, if any, resulting from this RFP will be substantially the same as the draft contract that is contained in the accompanying file. Unless otherwise noted by the Offeror in its proposal, Offeror's submission of a proposal signifies the Offeror's unqualified acceptance of all of the technical requirements and other terms and conditions that are contained and referenced in this RFP and the accompanying draft contract file. Interpretations established by the Offeror to any part of this RFP may be considered an exception and may render the proposal being considered non-responsive and dropped from evaluation and award considerations.

### **3.5 Exceptions to Technical Requirements and Other Terms and Conditions**

The Offeror shall describe any exceptions to the technical requirements and other terms and conditions of the sample contract on which the Offeror's proposal is based. Offerors are notified that CPCCo considers the Offeror's compliance with the technical requirements and terms and conditions of the accompanying draft contract to be essential. In case of doubt, Offeror should request clarification from CPCCo. If the Offeror takes any exceptions to the requirements of the RFP, the pricing shall be based on the requirements of the RFP and the exception(s) priced as alternates. If the Offeror's proposal is based only on the proposed exceptions, CPCCo may determine that the proposal is non-responsive.

### **3.6 Proposal Validity Period**

A proposal shall remain firm for 90 days after the proposal due date.

## **4.0 QUALIFICATION STANDARDS AND EVALUATION CRITERIA**

Information such as experience, proposed work plans, past performance, key personnel, available resources and equipment and any other information available may be used by CPCCo in evaluating the Offeror's capabilities, responsibility, and responsiveness to the solicitation.

CPCCo will first evaluate each Offeror's proposal to determine whether the information provided meets any qualification standards. The Offeror's proposal must meet the qualification standards to be considered for further evaluation. Those proposals considered as meeting the qualification standards will be evaluated against the evaluation criteria. The evaluation criteria are composed of the following technical/business and cost/price factors: Technical Approach and Past Performance factors are more important than cost or price. Price will be a significant evaluation factor.

CPCCo will use the evaluation criteria to determine the offeror's understanding of the work, the Offeror's qualifications to perform the work, and the acceptability of the Offeror's proposed technical and management approach.

The Offeror shall address each of the qualification standards and evaluation criteria and state how the Offeror specifically meets each one.

#### **4.1 Qualification Standards**

CPCCo has established the following qualification standards that must be fully met for an Offeror to be considered for award. It is CPCCo's policy to offer the opportunity to compete for its procurements as is reasonably and economically feasible. However, in view of the distinctive characteristics of CPCCo's programs, those potential Offerors who do not already possess the capability to meet the qualifications standards are encouraged not to incur proposal and other expenses involved in competitive submissions.

##### **Qualification Standards – Go/No Go**

##### **1. Qualification Standard No.1 Qualified Personnel**

The Offeror must demonstrate they have personnel in the following fields to support this Contract.

- BS Degree in geology, hydrogeology, environmental science, or engineering or equivalent education and related experience (two years' experience is equivalent to one year of education) in support of groundwater remedy design and optimization.

To meet this standard, state the availability of resources and provide a minimum of 3 resumes.

- BA/BS Degree or equivalent education and related experience (two years' experience is equivalent to one year of education) in support of document production.

To meet this standard state the availability of resources and provide a minimum of 3 resumes.

- BA/BS Degree or equivalent education and related experience (two years' experience is equivalent to one year of education) in support of RCRA permitting.

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To meet this standard state the availability of resources and provide a minimum of 2 resumes.

**2. Qualification Standard No.2-Local Area**

- The Offeror shall have a Program Manager located within the local vicinity of the Hanford site. Local vicinity is defined as Benton, Franklin, and Yakima counties in the State of Washington. Other individuals performing work on this Contract do not need to be located within the local vicinity.

**3. Qualification Standard No.3 Experience**

- Offeror must show recent experience (in the past three years) performing work in the DOE Complex. Include in Volume 1 – Past Performance.
- Offeror must demonstrate recent project expertise (in the past three years) performing regulatory framework projects under the Resource Conservation and Recovery Act (RCRA), Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA), and the Atomic Energy Act (AEA). Include in Volume 1 – Past Performance.
- Offeror must demonstrate having current expertise and recent experience (in the past three years) providing technical support of groundwater remedy design and optimization. Include in Volume 1 – Past Performance.
- Offeror must demonstrate having current expertise and recent experience (in the past three years) providing technical support of CERCLA Remedial Investigation/Feasibility Studies work plans, CERCLA Feasibility Studies, RCRA Facility Investigation/Corrective Measure Study Work Plans. Include in Volume 1 – Past Performance.
- Offeror must demonstrate having current expertise and recent experience (in the past three years) providing technical support of RCRA groundwater monitoring system design, plan documentation, data evaluation, and permitting. Include in Volume 1 – Past Performance.

**Those determined by CPCCo to meet the above shall be evaluated against the following criteria outlined in the Evaluation Standards section.**

#### **4.2 Technical/Business Evaluation Criteria**

The following evaluation criteria, which have equal significance, are the criteria that will be used along with cost or price in determining which Offeror(s) will be selected (if at all) for an award.

##### **1. Technical Capabilities**

This criterion shall be evaluated based on the Offeror's submittal, which shall include documentation to show experience in the following areas:

- Capability to perform technical support of regulatory activities as described in the Statement of Work (SOW) (description of company and personnel capabilities). Address how work will be performed for each section (3.1.1 through 3.1.9)

##### **2. Past Experience & Performance**

This factor refers to the Contractor's past performance in providing managed task services to Hanford Site prime contractors or other government facilities, such as Department of Defense, DOE, Armed Forces, commercial nuclear sites, and State offices.

- Past performance shall include, but may not be limited to, technical experience, safety performance, knowledge, and experience at government sites.
- The Offeror shall furnish three (3) references for previous (dating back to 3 years) and current projects.

#### **4.3 Cost/Price Criterion**

CPCCo will analyze the Offeror's pricing and rank the price among the prices of other Offerors. It is important to note that CPCCo will not make an award at a significantly higher overall price to achieve slightly superior technical or management features. As proposals become more equal in their technical merit, the evaluated price becomes more important.

CPCCo will evaluate offers for award purposes by adding the total prices for all options to the total price for the basic requirement. Evaluation of options will not obligate CPCCo to exercise the option(s). CPCCo may reject an offer as non-responsive if it is materially unbalanced as to prices for the basic requirement and the option quantities. An offer is unbalanced when it is based on prices significantly less for some work and prices which are significantly overstated for other work.

Submit the following information:

1. Labor Price Schedule –Section B, The Offeror shall complete and return Attachment 1, Labor Rate Schedule.

## **5.0 PROPOSAL SUBMITTAL DIRECTIONS**

### **5.1 Notification of Intent to Propose**

CPCCo requests that a prospective Offeror notify CPCCo in writing by 1:00 p.m. (PDT) on August 11, 2021 indicating that the Offeror intends to submit a proposal in response to this RFP. The Offeror may transmit the notification to the Contract Specialist via e-mail.

### **5.2 eSourcing Event**

The eSource event will take place at 10:00 a.m. (PDT) on August 25, 2021. This event is a Reverse Auction

### **5.3 Deadline**

Proposals are due by 1:00 p.m. (PDT) on August 25, 2021. CPCCo reserves the right to reject any proposal received after the deadline.

### **5.4 Submittal Address**

Identify the e-mail containing the proposal as “Proposal in Response to RFP 352246”.

Electronic submission by e-mail to [Ginny\\_T\\_Jacobsen@rl.gov](mailto:Ginny_T_Jacobsen@rl.gov) is the submittal method.

The Offeror may contact the Contract Specialist to verify that the Contract Specialist received the proposal.

### **5.5 Withdrawal**

Proposals may be withdrawn by written notice received by the Contract Specialist at any time prior to award.

### **5.6 Questions and Comments Regarding the RFP**

The Offeror shall submit any comments or questions regarding the RFP to the Contract Specialist in writing no later than 1:00 p.m. (PDT) on August 11, 2021. The Offeror may transmit questions and comments via e-mail. CPCCo will answer all questions in writing and provide a copy of all questions and answers to all Offerors who submitted an intent to bid. Questions & Answers will also be posted to the CPCCo solicitation website. If the RFP requires an amendment to resolve issues regarding the RFP, CPCCo will issue an



amendment to those Offerors who have not declined to participate in time for them to consider the amendment(s) before finalizing and submitting their proposals.

## **5.7 RFP Amendments**

If this RFP is amended, unless otherwise stated, all terms and conditions that are not modified will remain unchanged. The Offeror shall acknowledge receipt of all amendments by stating in the proposal that the Offeror has received the amendment(s) and has considered it/them in formulating the proposal.

## **6.0 NOTICES TO OFFERORS**

### **6.1 Anticipated Award Date**

The anticipated award date for this RFP is October 1, 2021.

### **6.2 Precedence of Requirements**

In the event of a conflict among the provisions, the RFP instructions, the RFP correspondence, other documents and the resulting contract, the terms of the contract shall govern.

### **6.3 North American Industry Classification System (NAICS) Code and Size Standard**

CPCCo has determined that North American Industry Classification System (NAICS) Code 541620, Environmental Consulting Services, applies to this acquisition. Therefore, the size standard for determining whether an Offeror is a small business regarding this acquisition is \$16.5M.

### **6.4 Identification of Proprietary Data**

If the Offeror submits any data as part of their proposal, which is considered by the Offeror to be “proprietary data”, the document transmitting the data or which contains the data, shall be boldly marked indicating that the data included are considered to be proprietary. To the extent that the restrictive marking prevents CPCCo from distributing the documents for evaluation or use, the marking may render the proposal non-responsive.

### **6.5 Certified Cost or Pricing Data**

The Offeror is not required to provide certified cost or pricing data. However, CPCCo may require the Offeror to provide certified and/or non-certified cost or pricing data prior to award if CPCCo cannot determine that the acquisition is exempt from the requirements of PL 87-653 (10 USC Sec. 2306a).



## **6.6 Financial Capability Determination Information**

CPCCo reserves the right, prior to award, to require the Offeror to submit information that CPCCo will use to decide whether the Offeror has the financial capability to successfully perform the contemplated contract in accordance with the contract terms. Such information may include, but not be limited to: annual reports; lines of credit with financial institutions and suppliers; SEC Form 10K, and any other information that may be required by CPCCo.

## **6.7 Subcontracting**

Contractor may **not** subcontract any significant portion of this contract without first obtaining concurrence of CPCCo to the proposed subcontract scope and subcontractor(s).

Contractor is responsible to incorporate and flow down all appropriate provisions and requirements of this contract to all lower-tier contractors and subcontractors.

Contractor shall furnish CPCCo a list of all proposed lower-tier subcontractors who will be performing work on the Hanford site and those proposed subcontractors who will be performing a significant portion of the off-site work. The list must be furnished prior to award and updated with changes during contract performance. Use the Subcontracting form and instructions located on this [webpage](#).

CPCCo reserves the right to:

- reject any proposed subcontract or subcontractor as incomplete or unsuitable
- require submittal of the proposed subcontract before contract award or prior to performance of any work on site
- require the replacement, at contractor's expense, of any subcontractor who fails to adhere to all the applicable provisions and requirements of this contract.

## **6.8 Foreign Nationals**

Offerors intending to propose use of any Foreign National (non-US citizens) shall indicate their intent as part of the Offeror's proposal submission. After being selected for Contract award, but prior to start of performance, Foreign National requests will be processed in accordance with Hanford Site Security procedures, DOE Order 142.3A Chg 1 (MinChg) entitled Unclassified Foreign Visits & Assignment Program and Procedure HMIS-PRO-SEC392 entitled Unclassified Visits & Assignment by Foreign Nationals. Information for processing requests shall be submitted regardless if the Foreign National works on the Hanford site or elsewhere. Processing of any request are required to be

completed/approved prior to commencement of any work. The lead time for processing Foreign National requests can take up to several months depending upon the country of origin and the subject matter involved.

#### **6.9 Identification of Service Animals**

If the Offeror or a planned lower-tier subcontractor requires the use of a service support animal to perform its work under the contract, the Offeror shall disclose and provide information in its proposal that includes a description of the work or task the services support animal has been trained to perform. Service support animals “in training” are not considered service support animals and will not be allowed on the Hanford Site or in Site associated facilities. Other animals, to include pets and “comfort animals” are not permitted access onto the Hanford Site or in Site associated facilities. Service support animals may be excluded from the workplace if the work site cannot support reasonable accommodations. For more information, see the Hanford Site Procedure MSC-PRO-SEC-417, Appendix A-5, p.16.

#### **6.10 Small Business Set Aside**

Proposals made under this solicitation shall be from small business concerns, including Disadvantaged, Women Owned, Veteran Owned, Service-Disabled Veteran Owned and HUBZone small businesses. Proposals received from concerns that are not small businesses shall not be considered for this solicitation. Disadvantaged, Women Owned, Veteran Owned and service Disables Veteran Owned may self-certify to these categories as defined by the Small Business Administration ([www.sba.gov](http://www.sba.gov)). HUBZone businesses must be certified by the Small Business Administration.

#### **6.11 Required Price Support Information**

The seller is required to submit information sufficient to determine that the prices or costs being charged are reasonable, fair, and realistic. Such information may include pricing, sales, or cost information that is pertinent to establishing the pricing or costs being charged.

Certified cost or pricing data need not be submitted.

For example:

1. For items where pricing is controlled, by law or regulation, by periodic rulings, reviews, or similar actions of a governmental body; identify and submit the controlling document establishing the price offered.

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2. For Commercial items; submit, at a minimum, information on prices at which the same item or similar items have previously been sold in the commercial market that is adequate for evaluating the reasonableness of the price of this acquisition. Such information may include:
  - a. For catalog items; a copy of or identification of the catalog and its date, or the appropriate pages for the offered items, or a statement that the catalog is on file in the buying office to which the proposal is being submitted. Provide a copy or describe current discount policies and price lists (published or unpublished), e.g., wholesale, original equipment manufacturer, or reseller;  
  
Also explain the basis of each offered price and its relationship to the established catalog price, including how the proposed price relates to the price of recent sales in quantities similar to the proposed quantities;
  - b. For market-priced items; the source and date or period of the market quotation or other basis for market price, the base amount, and applicable discounts. In addition, describe the nature of the market;
  - c. For items included on an active Federal Supply Service Multiple Award Schedule contract; a copy of the appropriate pages for the offered items, Schedule cover page, terms and conditions, unless already on file with the contracting office.
3. Additional supporting information, to the extent necessary to determine whether the price is fair and reasonable.

The seller grants CPCCo or an authorized representative the right to examine, at any time before award, books, records, documents, or other directly pertinent records to verify the reasonableness of the price. For items priced using catalog or market prices, or law or regulation, access does not extend to cost or profit information or other data relevant solely to the seller's determination of the prices to be offered in the catalog or marketplace.

**SECTION B – RFP ATTACHMENTS**

- 1.0 ATTACHMENT 1 - UNIT PRICE SCHEDULE**
- 2.0 ATTACHMENT 2 - PART I STATEMENT OF WORK**
- 3.0 ATTACHMENT 3 - PART II-IV DRAFT CONTRACT**
- 4.0 ATTACHMENT 4 – EXECUTIVE COMPENSATION CERTIFICATION (INCLUDE IN VOLUME II)**



**REQUEST FOR PROPOSAL NO: 352246**

**TITLE: REGULATORY TECHNICAL SUPPORT SERVICES**

- 5.0 ATTACHMENT 5 – LOWER TIER SUBCONTRACTOR FLOWDOWN CERTIFICATION (INCLUDE IN VOLUME I)**
- 6.0 ATTACHMENT 6 - SPECIAL PROVISIONS - REPRESENTATIONS AND CERTIFICATIONS – (INCLUDE IN VOLUME II)**

A fully completed and signed Representations and Certifications (SP-16) form must accompany the proposal. Section 22 NAICS code must match the NAICS code specified in this solicitation and the Offeror's registered small business size standard.

SP-16 Revision 0, dated January 25, 2021

[https://cpcco.hanford.gov/files.cfm/SP-16\\_Rev0.pdf](https://cpcco.hanford.gov/files.cfm/SP-16_Rev0.pdf)